

Office of the Mayor
CITY OF ST. CHARLES, MO
APPLICATION FOR REFUND OF UTILITY TAXES PAID
Please allow 8 - 10 weeks for reimbursement.

APPLICATIONS FOR REFUND PROGRAM START AFTER THE 1ST OF EACH YEAR
AND THE DEADLINE TO APPLY IS JULY 1ST OF EACH YEAR

In accordance with City Ordinance 91-14, the following criteria is required for those applying for a refund of utility taxes paid for: **Electric, Natural Gas and telephone bills (land lines only).**

- **Applicant **MUST** be at least 62 years of age OR 60 years of age and receiving total disability.**
- ****MUST** show proof of age – if you are mailing it in please include a copy of drivers license**
- **Applicant must be living on income substantially equal to Social Security and/or pension.**
- **Total annual household income must be less than \$29,075 for one (1) person or \$33,225 for two (2) persons.**
- **Applicant must own or lease residential property located within the city limits of St. Charles and occupy the same property as his/her customary place of residence.**
- Applicant must provide the receipts of the paid utility bills for the previous calendar year and proof of any and all household income.
- Upon affirmative recommendation of the Mayor, the applicant may be granted a refund of the St. Charles taxes he/she has paid to the Utilities during the previous calendar year.
- Refunds granted by the Mayor may be revoked upon a finding that such income or family status no longer exists.

DATE : _____ NAME: _____

ADDRESS: _____ St. Charles, MO ZIP: _____

PHONE NUMBER: _____ Signature: _____

I hereby request that I be refunded the utility taxes paid for the calendar year of 2013

My household status is:

() Live alone () Live with spouse () Live with others (Please describe) _____

TOTAL household annual income from Social Security AND any other source: \$ _____

MUST PROVIDE PROOF OF ALL INCOME AND PROOF OF AGE
RETURN TO: THE OFFICE OF THE MAYOR @ 200 NORTH SECOND STREET, ROOM 400,
ST. CHARLES, MO 63301

Questions? Email michele.mooney@stcharlescitemo.gov or call our hotline at 636-255-6145.